



**SOLO AND SMALL FIRM SECTION \* OF THE STATE BAR OF CALIFORNIA  
AUGUST 21, 2008 CONFERENCE CALL @ 4:30 P.M. – 5:30 P.M.**

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**Call – In number: 1-888-384-9090/Passcode: 273042#**

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1. Call to Order (Roberta)
2. Approval of Minutes from July 17, 2008 (Carolyn)
3. Financials NOT available until September Meeting
4. Reducing Expenses/Increasing Revenue (Marilyn)
5. CEB Report (Mary if present)
6. Big News Report (Lisa)
7. Magazine Mailer Company Proposal (Lisa)
8. Find A Lawyer Update (Roberta)
9. Council of Sections Report (Anne)
10. SEI and Solo Summit (Lisa)
11. Webinar Series Update (Anne)
12. Opening a Law Office – Publication Update (Patti)
13. Myer Sankary Lawyer of the Year Award Update (Group)
14. MCLE E-blast (Group)
15. MCLE Toolbox (Marilyn/Mitch)
16. Committee Reports (Group)
17. Reimbursement Reminders
  - (a) 30 day deadline for reimbursement (No payment after 60 days)
  - (b) Giselle's Travel necessary for any flights exceeding \$250
  - (c) No mileage reimbursed in excess of flight costs
18. State Bar Annual Meeting Solo and Small Firm Events

***Solo and Small Firm Section Executive Committee Meeting***  
Friday, September 26, 2008, Monterey Marriott, Salon 201 & 205  
Time: 9:00 a.m. – 12:00 Noon

***Meyer Sankary Lawyer of the Year Award Reception***  
Friday, September 26, 2008, Monterey Conference Center, Stevenson Terrace  
Time: 5:30 p.m. – 7:00 p.m.
19. Other Business
20. Adjournment